

**17—20.4 (231) Timetable.** The department has established the following timetable for the annual OIL:

January—1st Monday. The department mails an OIL timeline and information to area agency on aging (AAA) OIL coordinators and delegates.

March—1st Monday. Last day for potential delegates to file nomination petitions with the AAA.

April—2nd Monday. Election day in each AAA.

April—Friday after election. Each AAA submits certification of election results to the department.

April—4th Monday. Department mailing to delegates and AAAs which includes forms and information that are considered necessary by the department.

May—1st Monday. Delegates submit biography and committee preference forms to the department. The OIL coordinator at each AAA submits the delegation's nominations for leadership positions.

May—June. Educational meetings are convened by each AAA at the convenience of delegates and the AAA.

May—Election of OIL leadership by delegates-elect in attendance at a training session held for OIL coordinators and delegates from each AAA.

July—3rd Monday. Deadline for each AAA OIL delegation to submit four bills in priority order to the department.

July—last Monday. OIL leadership conference appoints committee chairpersons and approves members to individual committees.

August—2nd Monday. Deadline for the OIL delegation from each AAA to submit a maximum for four resolutions to the department.

August—3rd Monday. Department mails final packets to delegates and AAAs which contain prefiled bills, and other information considered necessary by the department.

September—4th week. OIL session convenes on dates set annually by the department in cooperation with the capitol staff.